

PROPERTY AND INSURANCE COMMITTEE
July 5, 2005

The meeting of the Property and Insurance Committee was called to order by Chairman Bernie Kasierski on July 5, 2005 at 6:00 PM in the County Boardroom, Green Lake County, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Bernie Kasierski Absent: Gene Thom
 Orrin Helmer
 Gus Mueller
 Mike Stoddard

Others Present:

Marge Bostelmann, County Clerk	Jeff Bates, CenturyTel
Dave Mendleski, Maintenance Supervisor	Steve Wick, CenturyTel
Dan Sondalle, Assistant Corporation Counsel	Scott Suchomel, Convergent Solutions
Mike Handel, Sheriff	Mike Reimer, Convergent Solutions
Lori Evans, LE Admin Assist	Laura Polcyn, Dispatch Administrator
Linda Van Ness, HHS Director	

Supervisors Present:

Deb Schubert	Howard Sell	Walter Williams
Keith Hess	Dan Priske	Orville Biesenthal
Elden Dallman	Sue McConnell	Margaret Hollander
John Brennan	Bob Krause	

AGENDA

Motion/second(Stoddard/Mueller) to approve the amended agenda. Motion carried.

MINUTES

Motion/second(Mueller/Helmer) to adopt the minutes of June 14, 2005 as presented. Motion carried.

MAINTENANCE REPORT

1. Mendleski is requesting permission to install ultrasonic motion detector in restrooms, copy of estimates were presented. Large restroom \$460/restroom. Smaller restroom \$124/restroom. Helmer recommended that a note be put on the wall of the bathrooms requesting that the lights be turned off after meetings.
2. The cost of rearranging the existing florescent fixtures in the dispatch center estimates range from \$183 to \$2188. ***Motion/second(Stoddard/Mueller)*** to authorize Mendleski to proceed with option 1 for an amount not to exceed \$200. Motion carried.
3. Air Conditioner problems
 - a. Large Unit on 3rd Floor lost all freon with a large hole in elbow on the 1” line. Repaired and added freon
 - b. The coil went out on the unit for IT. Had a coil shipped air from Tennessee, up

and running.

- c. Lost compressor on chiller unit in Safety Building, it should be in June 29th or 30th. Running on ½ capacity. After the compressor was fixed the second one went out. Both are repaired now. They were about \$6000 each.
4. Boat slip fees as of 6/27/05 were \$1,481.86.
5. Fair Grounds – The water lines for the Fair have been installed.

APPEARANCES

Proposal for new phone system:

CenturyTel: Jeff Bates and Steve Wick from CenturyTel appeared to explain how phone lines could be reduced and have the technology enhanced for voice mail and other features. The cost would be approximately \$109,000. Discussion was held on diagnostic capabilities and how far away is help.

Convergent Solutions: Scott Suchomel and Mike Reimer from Convergent Solutions appeared to explain how a new digital phone system could help reduce overall costs. The proposed solution is between \$94,000 and \$98,000. 125 phones are included in the costs. The cost of the line is \$950/month each for the Courthouse and HHS. A Block of Time for maintenance was offered to eliminate the need for any additional employees.

Motion/second(Mueller/Stoddard) to get a detail cost breakdown from both vendors. Motion carried.

LONG RANGE PLAN FOR COUNTY FACILITY

Kasierski stated that the committee is reviewing options to present to the County Board. Possible resolutions are expanding downtown, purchase of the Fabriko building, building all new on County A property, or prioritizing need.

Priske agreed with the idea of drafting several resolutions to see which would pass and which would not pass.

Helmer stated that several years ago when the P&I Committee met with the Green Lake City Counsel that the streets around the Courthouse could *not* be closed because of the utilities below the street.

Sondalle asked if the County Board has ever had a Special County Board meeting to discuss the possibilities. Helmer stated that he did not see the need for the special meeting, the supervisors, just need to speak and give their opinions.

Hess stated that he did not see building a jail downtown if the 82 bed jail will be full when the County starts building.

Myers asked if we have looked at costs for borrowing. Bostelmann reported that 11,000,000 at 5.75% would be about \$1.1million/year and \$9,000,000 at 5.75% would be \$876,000/year.

Schubert did not want to borrow money for the project and felt we should spend what we have.

Dallman said that the cost of building should not exceed the sales tax money and that has been the understanding of many supervisors.

Brennan stated that HHS in this building and move the Courthouse and Jail to another site. He questioned why HHS is not wanted downtown. Ayres stated that HHS need 64 parking spaces

plus 30 for staff.

Van Ness believes that all departments should be located at the same location and if necessary it should be phased over several years.

Myers stated that she agreed with Van Ness but believe it should all be built at the same time, not phased.

Priske stated that the City Ad Hoc Committee believe that the new facility should be built at the Highway Department.

Mueller stated that the Fabriko building is good for additional 10 acres of land has all utilities and office space already to use. He stated that the Fabriko fell out of favor because of the possibility of asbestos. He believes that the County A site could house all departments. To bring HHS to this building would require much remodeling for ADA compliance.

Motion/second(Stoddard/Helmer) to recess for 5 minutes. Motion carried.

CORRESPONDENCE None.

MOVING DISPATCH OFFICE TO 3RD FLOOR

Handel stated that the wireless 911 will require additional monitors and other equipment. Because of the additional equipment, monitors will have to be stacked which is not acceptable to our insurance company or Department of Commerce. He stated that the space is limited and the workstations are not ergonomically set. Air Quality problems and lighting problems exist in the current dispatch area. The current intercom system is obsolete but is depended on for perimeter security. The positive affects of moving are that the jail can use the vacated space to provide video conferencing, EMP office, classroom/meeting room, record storage and the jail assume control over all jail security. According to Ron Harke dispatch being on the third floor would help with the problem of power outages. Handel acknowledged that this is a short-term fix to the problem. Stoddard stated that he would not like to see anything spent until the decision to build or not to build a jail is made. Helmer stated that a resolution would have to go to the County Board to authorize a study and then a resolution will have to be passed to do the project.

PURCHASE REQUESTS

Highway Department

Gas and Diesel pumps with key reader for Shop I

Walt’s Petroleum	\$34,971.11 – recommended
U.S. Petroleum	\$38,925.00

HHS

Copy Machine

Modern Business Machines	Canon Imagerunner 4570	\$8,187 – recommended
Rhyme Business Machines	Sharp 455	\$7,382
Oshkosh Office Machine	Ricoh 2045	\$8,701

Helmer mentioned that the Finance Committee will reimburse the Highway Committee for the cost of the pump because it will be used by several departments.

*Motion/second(Stoddard/Mueller)*to approve the purchases as recommended by the governing committees. Motion carried.

USE OF COUNTY PROPERTY No requests

VOUCHERS

Vouchers were presented for \$15,080.10 for purchasing and \$16,626.34 for maintenance. *Motion/second(Mueller/Stoddard)* to approve the vouchers as presented. Motion carried.

CLERKS REPORT

Fair Insurance: Bostelmann presented recommendations from the County Mutual Insurance Corp. for limits of liability for the Fair. (It seemed odd to me to require the same coverage for the demolition derby and someone renting a booth to show how to scrapbook or the American Legion selling raffle tickets. Some of the vendors do not have the \$1,000,000 and are excluded from participating at the Fair.) Enclosed are their recommendation, I think it would be good for us to adopt their recommendations for the Tenant Users/Venders for \$250,000 and keep the \$1,000,000 limit on all others as we have had in the past. I am hoping Dan Sondalle will be able to give us input on this.

Motion/second(Stoddard/Mueller) to approve the recommendation of the County Mutual Insurance for Tennant Users/Vendors for \$250,000. Motion carried.

Video Conference Circuits: Costs for Monthly BRI circuits for the video conferencing will be \$311.19/month with one time installation cost of \$388.95. This would start this year.

2006 Budget: Budgets will be presented next month for your review.

GHT: The Group Health Trust will be reimbursing the Counties who gave initial capital to start the trust. Green Lake County gave about \$65,000 in 1993. We will be receiving the money in three installments. The first installment will be sent in July or August.

COMMITTEE DISCUSSION

Next meeting date: August 2nd at 6:00.

Agenda: 2006 budgets, Long Range plan, Phone systems,

ADJOURNMENT

Motion/second(Stoddard/Mueller) to adjourn at 9:00 PM. Motion carried.

Submitted by,

Marge Bostelmann
Secretary